



École primaire Holy Trinity Elementary School

10 Doyle's & Quigley's Lane, Torbay, NF, CA A1K 1A7
Website: <https://sites.google.com/nlesd.ca/holytrinityelem>

Ms. Jennifer Snow, Principal
Ms. Lori Murray, Assistant Principal

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Monday, October 7, 2024 6 p.m. In-person

Holy Trinity Elementary School 10 Doyle's and Quigley's Lane Torbay, N.L. A1K 1A7

Attendees

Samantha Harding, Jennifer Snow, Lori Murray, Sarah Russell, Connie Reid, Lisa Clements, and Alicia Sainsbury.

Absent

Cindy Brake and Denise King.

Minutes

Agenda item: Call to order

Presenter: Samantha

- Samantha called the meeting to order at 6:06 p.m.

Agenda item: Approval of agenda

Presenter: Samantha

- Moved by Alicia. Seconded by Lisa.

Agenda item: Approval of minutes

Presenter: Samantha

- Moved by Lisa. Seconded by Connie.

Agenda item: School council nominations

Presenter: Jennifer

- To maintain a balanced mix of two- and three-year terms, we are prioritizing the ongoing transition of council members.
- A call for interest was opened on September 26 and will close tomorrow, Tuesday, October 8.
- Once nominations are finalized, we will discuss the appointment of a community representative and the terms for council members.

Agenda item: Fundraisers

Presenter: Jennifer

- We will proceed with hosting a dance-a-thon on Friday, November 8, 2024. Information will be communicated to parents/guardians on Tuesday, October 22.
- There will be several prizes for participants, including but not limited to:
- Highest fundraising student;
- Randomly selected participating students; and—
- Highest fundraising class.
- Prizes under consideration include:
- Individual: Gift cards for Chapters or Walmart.
- Class: Options such as a pizza party, magician visit, off-site event at Torbay Commons, or an extra gym class.
- Jennifer will review the NL Schools food policy to confirm if a pizza party complies with pre-determined guidelines.
- Funds raised during the 2024-25 school year will support various school functions, with a focus on updating technology due to an excess of obsolete devices.
- Approximately 60 Chromebooks for grades 2-4 need replacement over the next year, along with other technologies such as iPads for kindergarten and grade one, and charging stations.
- A suggestion was made to explore whether the Microsoft voucher can be used for charging stations or other upgrades, given it can't be used for Chromebooks or iPads.

Agenda item: School clothing

Presenter: Jennifer

- An online store offering school-branded clothing has been created. The purchasing link and information will be shared with the school community tomorrow, October 8.
- This is not a fundraising initiative; rather, it will aim to foster a sense of community.

Agenda item: School development plan

Presenter: Jennifer

- New data was released today and will be reviewed in the teacher-led committee meeting on Wednesday, October 9.
- The school's values and vision will be shared for feedback from both internal and external stakeholders, acknowledging the importance of everyone's role in shaping our vibrant school community.
- This year, there will be a focus on enhancing wellness and strengthening community connections.

Agenda item: Additional discussion items

Presenter: All

Rycor Digital Forms

- A parent raised a concern about digital permission forms via Rycor, noting some forms are not registering as submitted with teachers.
- This may be due to one of two reasons:

- When no fee is associated with the permission form, users must complete the transaction by checking out. Often, users add the form to their cart but do not finalize the transaction; Or—
- There may be a delay between form completion and receipt by teachers. Some teachers might send home a paper copy, assuming the digital form hasn't been submitted, when it is simply delayed.

Professional Learning Days

- A parent inquired whether professional learning (PL) days will be communicated in advance for the entire 2024-25 calendar year.
- While the full-year schedule isn't pre-determined, administration will strive to provide one to two months' notice whenever possible.
- The PL days for November will be communicated soon.

Agenda item: Confirmation of next meeting

Presenter: Samantha

- The next meeting date is set for Monday, November 4, 2024, 6 p.m.

Agenda item: Adjourn

Presenter: Samantha

- Samantha adjourned the meeting at 7:08 p.m.